

ENVIRONMENTAL AND LAND USE HEARINGS OFFICE

Minutes of Meeting

October 27, 2011

10:30 a.m.

The October 27, 2011 meeting was called to order by Chair Kathleen Mix in the Boards' office in Tumwater, Washington. Present were Chair Kathleen Mix, Board Member Bill Lynch, Administrative Appeals Judges Kay Brown and Phyllis Macleod, Hearings Coordinator Debbie Joblonski, and Administrative Secretary Janet Buechler. Minutes of the September 22, 2011 meeting were read and approved as amended.

Handouts were distributed. The reports included the number and type of pollution and shoreline appeals filed, a brief summary of all cases that have closed, and the Case Statistics Report.

Appellate Report

Janet Buechler reported there were no new Superior Court appeals filed since the last meeting.

Budget

Kathy Mix discussed the budget alternatives which had recently been released by the Governor and how those alternatives would affect ELUHO.

ELUHO Transition

The agency is still waiting on a determination from the Office of Financial Management to finalize the co-location of the Growth Management Hearings Board with the EHO.

Policy Adoption

The following ELUHO policies previously adopted by the Board were ratified:

1. Providing Beverage and Light Refreshment.
2. Discrimination Complaint Procedure
3. Fifteen Passenger Van
4. Inclement Weather Leave Policy and Suspended Operations
5. Non-Discrimination/Equal Employment Opportunity

6. Petty Cash
7. Reasonable Accommodation
8. Sexual Harassment Awareness and Prevention
9. Travel
10. Voluntary Employee Benefit Association Medical Expense Plan (VEBA)
11. Whistleblower
12. Domestic Violence
13. Electronic Communications
14. Family Medical Leave Act
15. Records Retention

It was moved, seconded and approved by the Board that the following policies be adopted:

1. Public Records Requests
2. Ethics

Mediation

There was a general discussion on limiting the availability of the Mediation Program due to the ongoing budget problems.

Meeting adjourned.

Janet Buechler
Administrative Secretary